



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

May 23, 2025

DIVISION MEMORANDUM
SGOD-2025 - 286

To : Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors
Education Program Supervisors
Public School Heads
Public School Teachers
All Others Concerned

Subject: **CALL FOR NOMINATIONS FOR THE SEAMEO VOCTECH HYBRID REGIONAL TRAINING PROGRAMME**

This is in reference to Regional Memorandum HRDD-2025-133 dated May 22, 2025, signed by Allan G. Farnazo, Director IV, re: **Call for Nominations for the SEAMEO VOCTECH Hybrid Regional Training Programme.**

The Southeast Asian Ministers of Education Organization Regional Centre for Vocational and Technical Education and Training (SEAMEO VOCTECH) announces its Call for Nominations for the Hybrid Regional Training Programme on ICT-Empowered 21st Century Skills for TVET, with Course details as follows:

Course Title	ICT-Empowered 2at Century Skills for TVET
Course Schedule	June 21-26, 2025 (Online) June 21-26, 2025 (Onsite: SEAMEO VOCTECH, Brunei Darusalam)
No. of Slots	Full Scholarship for one (1) TVET Instructor from any discipline, with a bachelor's degree in any field
Target Participants	Lecturers/Teachers/Trainers/TVET Leaders <i>(not limited to those with IT background)</i>
Qualifications	• Has 5 years of experience at the minimum • Proficient in English • Must have adequate computer skills • Able to implement the action plan they will develop <i>Note: Recipients of SEAMEO VOCTECH full scholarships can only reapply for other similar courses three (3) years after their last course.</i>





Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

Deadline of Submission	May 28, 2025
Course Schedule	June 21-26, 2025 (Online) June 21-26, 2025 (Onsite: SEAMEO VOCTECH, Brunei Darussalam)

Other details and information are found in the enclosures.

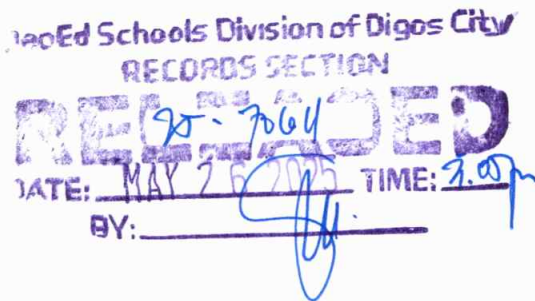
For clarifications, coordinate with Maureen Ava B. Acuña, Scholarship Program-NEAP R Focal Person) through, hrrdneapro11@gmail.com.

Immediate dissemination of this Memorandum is highly desired.

For and in the absence of the
Schools Division Superintendent

[Signature]
SOLLIE B. OLIVER, JD, MATE

Chief Education Program Supervisor – SGOD
Officer In-Charge



Enclosed: As stated.
SGOD/jsa



RECORDS



Republic of the Philippines
Department of Education
DAVAO REGION

SCHOOLS DIVISION OFFICE
RECORDS SECTION
RECEIVED
23 MAY 2025
TIME 8:24
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May 22, 2025

REGIONAL MEMORANDUM
HRDD-2025-133

CALL FOR NOMINATIONS FOR THE SEAMEO VOCTECH HYBRID REGIONAL
TRAINING PROGRAMME

To: Assistant Regional Director
Schools Division Superintendents

1. The Southeast Asian Ministers of Education Organization Regional Centre for Vocational and Technical Education and Training (SEAMEO VOCTECH) announces its **Call for Nominations** for the Hybrid **Regional Training Programme on ICT-Empowered 21st Century Skills for TVET**, with course details as follows:

Course Title	ICT-Empowered 21 st Century Skills for TVET
Course Schedule	June 21-26, 2025 (Online) June 21-26, 2025 (Onsite: SEAMEO VOCTECH, Brunei Darussalam)
No. of Slots	Full scholarship for one (1) TVET Instructor from any discipline, with a bachelor's degree in any field
Target Participants	Lecturers/ Teachers/ Trainers/ TVET Leaders (<i>not limited to those with IT background</i>)
Qualifications	- Has 5 years of experience at the minimum - Proficient in English - Must have adequate computer skills - Able to implement the action plan they will develop <i>Note: Recipients of SEAMEO VOCTECH full scholarships can only reapply for other similar courses three (3) years after their last course.</i>
Deadline of Submission	May 28, 2025
Course Schedule	June 21-26, 2025 (Online) June 21-26, 2025 (Onsite: SEAMEO VOCTECH, Brunei Darussalam)

2. Other details and information are found in the enclosures.
3. For clarifications, coordinate with Maureen Ava B. Acuna, (Scholarship Program- NEAP-R Focal Person) through, hrddneaprol1@gmail.com.
4. Immediate dissemination of this Memorandum is highly desired.

DEPARTMENT OF EDUCATION - DAVAO
RECORDS SECTION
RELEASED

Digitally signed by
Farnazo Allan Gabriel
Date: 2025.05.22
16:00:07 +0800
ALLAN G. FARNAZO
Director IV §

Encl.: As stated:
ROH9/maba

4:30 p.m.
May 22, 2025



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-0051
Email Address: region11@deped.gov.ph
Website: www.depedrox1.ph





120988

Republika ng Pilipinas
Department of Education
OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2025- 128

DEPARTMENT OF EDUCATION BOX

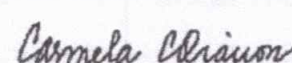
RECORDS SECTION

RECEIVED

FOR : Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
School Heads
All Others Concerned

By: JTS/20788
Date: J-24-25 Time: 4:1

FROM : 
WILFREDO E. CABRAL
Undersecretary
Human Resource and Organizational Development


CARMELA C. ORACION
Assistant Secretary
Human Resource and Organizational Development
(National Educators Academy of the Philippines)

SUBJECT : **CALL FOR NOMINATIONS FOR THE SEAMEO VOCTECH
HYBRID REGIONAL TRAINING PROGRAMME ON ICT-
EMPOWERED 21ST CENTURY SKILLS FOR TVET**

DATE : 19 May 2025

1. The Southeast Asian Ministers of Education Organization Regional Centre for Vocational and Technical Education and Training (SEAMEO VOCTECH) announces its **Call for Nominations** for the **Hybrid Regional Training Programme on ICT-Empowered 21st Century Skills for TVET**, with course details as follows:

Course Title	ICT-Empowered 21 st Century Skills for TVET
Course Schedule	24-26 June 2025 (Online) 21-26 June 2025 (Onsite: SEAMEO VOCTECH, Brunei Darussalam)
No. of Slots	Full scholarship for one (1) TVET Instructor from any discipline, with a bachelor's degree in any field
Target Participants	Lecturers/ Teachers/ Trainers/ TVET Leaders (not limited to those with IT background)
Qualifications	- Has 5 years of experience at the minimum

	- Proficient in English - Must have adequate computer skills - Able to implement the action plan they will develop <i>Note: Recipients of SEAMEO VOCTECH full scholarships can only reapply for other similar courses three (3) years after their last course.</i>
Deadline of Submission	28 May 2025

- For selection purposes, the National Educators Academy of the Philippines (NEAP) encourages each Central Office Bureau/Service/Office and Regional Office to **nominate at least one (1) qualified participant**.
- All nominees must meet the qualifications and submit the following:
 - Documents specified in the *Checklist of General Eligibility Requirements (Enclosure 1)*
 - Scholarship Clearance (Enclosure 2)*
 - Curriculum Vitae (template from SEAMEO VOCTECH)*
- The **required documents must be accomplished and uploaded (in PDF form) on or before 28 May 2025**, through the Microsoft Office Form which can be accessed through the link <https://forms.office.com/r/YwXHnsJzAL>. Kindly use official DepEd email accounts in submitting the requirements.
- Please note that applications may be disqualified due to various reasons, such as but not limited to, incomplete requirements, lack of official endorsement/s, sending of application directly to the Secretariat's email, discrepancies in documents, etc.
- Heads of offices/immediate supervisors of the participants shall make the necessary arrangements to ensure that office operations and classes will not be disrupted.
- The *Course Outline* is enclosed, for reference. Should you have further questions or concerns, please coordinate with the **NEAP Scholarship Secretariat** through email scholarships@deped.gov.ph and/or landline (02) 8715-9919.
- For dissemination and appropriate action.

Copy furnished:

OFFICE OF THE SECRETARY
OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS
OFFICE OF THE ASSISTANT SECRETARY FOR EXTERNAL PARTNERSHIPS SERVICE

ScholarshipSecretariat/Pereyra/Bedana]



Republika ng Pilipinas
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 1:

GENERAL ELIGIBILITY & DOCUMENTARY REQUIREMENTS/CHECKLIST

Name:	
Scholarship Program:	
Sponsoring Agency/Organization:	
Region/SDO:	
Work Station:	

Remarks (✓, X, others)	Eligibility	Documentary Requirements
	a. Must be a Filipino citizen.	Updated Personal Data Sheet
	b. Must have obtained a very satisfactory (VS) performance rating for two (2) consecutive years. c. Must present his/her Individual Development Plan (IDP) that is validated by the head of the office.	Latest rated performance rating with approved IDP
	d. Must be holding a permanent item.	Updated Service Record
	f. Must have no master's degree (for those who will apply for a master's degree) and shall have no doctoral degree (for those who will apply for a doctoral degree). g. Must have no current or pending enrollment in other institutions for graduate or postgraduate degree programs (for degree programs).	Updated Personal Data Sheet

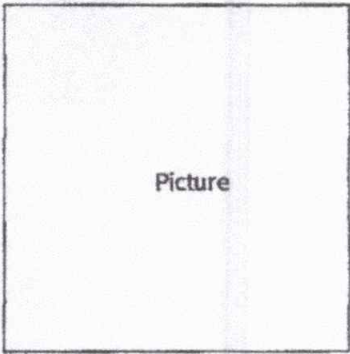
	h. Must be willing to sign a Scholarship Contract and commit to its provisions.	(shall be complied after being officially nominated)
	j. Must have no pending administrative, civil, or criminal case, and must have not been found guilty of any violation involving moral turpitude, corruption, or fraud.	Certificate of no pending administrative/legal charges

Enclosure 2:

SCHOLARSHIP CLEARANCE

I. NAME		
II. Position/Designation		
III. Permanent Station		
IV. Has availed any scholarship program	☐ Yes ☐ No	If yes, fill out sections V-X, as applicable.
V. Scholarship Program	Program Type	Title of the Program
	☐ Degree ☐ Non-Degree	
VI. Scholarship Duration		
VII. Status	☐ Completed the course (Submit a copy of Certificate of Completion)	☐ Withdrawn from the Course (State the reason below)
	VIII. Reason/s for Non-Completion (must be supported by attachments)	
IX. Service Obligation		

	No. of Months/Yrs Required	No. of Months/Yrs Completed
X. Reason for Non-Completion (must be supported by attachments)	☐ Resignation ☐ Transfer ☐ Retirement ☐ Others <i>Explain further.</i>	
<i>I hereby attest that the information in this form and the supporting documents attached hereto are true and correct</i>		
Name and Signature of the Scholar		Date and Time
<i>This is to certify that the information in this form and the supporting documents attached hereto are true and correct</i>		
Name and Signature of the Recommending Authority (SDO - HRDD)		Date and Time
APPROVED		
Name and Signature of the Recommending Authority (RO-HRDD)		Date and Time



CURRICULUM VITAE

NAME

CONTACT

Address:

Country:

Tel:

Email:

EDUCATION BACKGROUND

xxx

xxx

xxx

DESIGNATION

xxx

EMPLOYMENT HISTORY

xxx

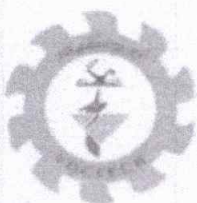
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ORGANISATION

xx

AREA OF SPECIALISATION

xxx



ليس اي.ايه.عم.اي.اوه. زوكتيك

SEAMEO VOCTECH

Southeast Asian Ministers of Education Organisation
Regional Centre for Technical and Vocational Education and Training

Our ref: SV/T/RTP-2425/05 [07]

HIS EXCELLENCY JUAN EDGARDO 'SONNY' ANGARA

Secretary of Education
President of SEAMEO Council
Department of Education
DepEd Complex, Meralco Avenue
Pasig City, Manila 1603
Republic of the Philippines

DEPARTMENT OF EDUCATION
RECORDS SECTION

RECEIVED

By: S. H. S JW/Mg 88
Date: 4.1 Time: 4.1

Your Excellency,

**OFFERING FULL SCHOLARSHIPS, SUBSIDISED AND FEE-PAYING SCHOLARSHIP(S) FOR
PARTICIPATION IN SEAMEO VOCTECH HYBRID REGIONAL TRAINING PROGRAMME ON
ICT-EMPOWERED 21ST CENTURY SKILLS FOR TVET**

24 – 26 June (Online) & 21 – 26 July 2025 (Onsite – SEAMEO VOCTECH, Brunei Darussalam)

Warm greetings from SEAMEO VOCTECH Regional Centre for Technical and Vocational Education and Training, Brunei Darussalam!

We are pleased to inform Your Excellency that the SEAMEO VOCTECH Regional Centre will be conducting the Regional Training Programme on **ICT-EMPOWERED 21ST CENTURY SKILLS FOR TVET** on **24 – 26 JUNE 2025 (Online) & 21 – 26 JULY 2025 (Onsite – SEAMEO VOCTECH, Brunei Darussalam)**. This programme aims to facilitate the participants particularly within the ASEAN region to integrate the 21st Century Skills in their teaching and learning environment with the help of selected ICT tools. It provides the participants with balance theoretical foundation as well as a practical framework and hands-on, on the use of ICT that support the 21st century skills implementation in their classes.

This training programme is offered with three funding options: Full Scholarship, Subsidised and Fee-Paying. SEAMEO VOCTECH is pleased to offer one (1) Full Scholarship to a TVET instructor from any discipline, with a bachelor's degree in any field. For other interested Ministries, Institutions and Industries whose nature of business is relevant to the above training, SEAMEO VOCTECH is also offering a Subsidised and Fee-paying participation to enroll in this programme.



Jalan Pasar Baharu, Gadong BE1318, Brunei Darussalam
Tel: +673-244-7992 | Email: info@voctech.edu.bn | Web: www.voctech.org

For more explanation on the classification package, please see the table below.

COMPONENT	FULL SCHOLARSHIP	SUBSIDISED	FEE-PAYING
Training Fee US\$550.00	SEAMEO VOCTECH	SEAMEO VOCTECH	Respective Ministry/ Institution
Airfare		Respective Ministry/ Institution	
Accommodation (twin-sharing room)			
Daily Allowance			
Travel Insurance			
Immigration & Visa Processing		SEAMEO VOCTECH	SEAMEO VOCTECH
Transportation (Airport, Hotel, Training Venue)			
Lunch & Refreshments (AM & PM)			

In this regard, SEAMEO VOCTECH Regional Centre would like to seek Your Excellency's kind support and assistance in socialising this information to the relevant stakeholders and to nominate qualified participants as per the following requirements:

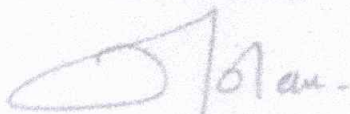
1. The target participants for this training programme are for lecturers, teachers, trainers, and leaders in TVET, not limited to those with IT background.
2. They should have a minimum of 5 years of service remaining.
3. Any Full Scholarship alumnus who has attended our Regional Training Programmes before at SEAMEO VOCTECH can only apply again for a similar course THREE YEARS after the date of their last attended course.
4. The participant should be proficient in English as the course will be conducted and communicated in English.
5. They should have adequate computer skills.
6. They should have the capacity to carry out the action plans that they will develop.

Enclosed are the Course details (Appendix 1), Nomination Form and CV Template to be completed by the nominee(s). It would be highly appreciated if the completed forms could reach us by or before **06 June 2025**. For further enquiries and information, please contact Dr. Ir. Muhammad Ikhwan Jambak, MEng (Course Coordinator) at ikhwan.jambak@voctech.edu.bn or Nur Haidatul Fatinah (Training Officer) at haidatul.marzuki@voctech.edu.bn.

Thank you very much for Your Excellency's kind assistance and support of this programme and we look forward to receiving Your Excellency's nominations soon.

"Inclusive TVET for a Green and Digital Future"

Yours sincerely,



[HAJI NORJEMEE BIN JENEK]

Director

cc: Dr Suharto T Mangudadatu, Director General,
Technical Education and Skills Development Authority (TESDA)
(SEAMEO VOTTECH Governing Board Member)
E-mail: odg@tesda.gov.ph; ico@deped.gov.ph; ods@tesda.gov.ph

Course Outline

Hybrid Regional Training Programme on ICT-EMPOWERED 21ST CENTURY SKILLS FOR TVET

24 - 26 June 2025 (Online) & 21 - 26 July 2025 (Onsite - SEAMEO VOC TECH)

Rationale

As the world becomes increasingly digitized with a digitally driven economy and education systems, the Technical and Vocational Education and Training (TVET) sector, must also undergo their fundamental transformation. The integration of the Information and Communication Technology (ICT) with 21st-century skill acquisition in TVET curriculum is no longer optional but a requirement. The international economy of today demands employees who can be very adaptive, digitally literate, problem-solving in collaboration, creative, and possess critical thinking abilities (UNESCO, 2023; World Economic Forum, 2019).

Research-based frameworks such as the 21st Century Learning Design (21CLD) model provide formalized methods of incorporating these vital skills into teaching and learning practices (Microsoft, 2023). Educators can create learner-focused environments to promote deep learning and application purposes of skills using appropriate digital resources and shared workspaces (Microsoft, 2023).

This course is designed to facilitate the participants particularly within the ASEAN region to integrate the 21st Century Skills in their teaching and learning environment with the help of selected ICT tools. It provides the participants with balance theoretical foundation as well as a practical framework and hands-on, on the use of ICT that support the 21st century skills implementation in their classes. It also gives a strong ground for the educators who prepare for globally recognised competency certification, such as the Microsoft Certified Educator 62-193 exam.

Objectives

By the end of this training, participants will be able to:

- Identify and describe key dimensions of 21st-century learning design and their relevance to TVET curriculum and instruction
- Analyze existing TVET lesson plans and evaluate them using established 21st-century learning design criteria

APPENDIX 1



- Develop and adapt instructional activities that incorporate 21st-century skills through the effective use of ICT
- Apply hands-on strategies using digital tools to support the integration of collaborative, reflective, and learner-centred pedagogies
- Reflect on and assess the impact of ICT-enabled 21st-century skill integration on learner engagement, achievement, and workforce readiness

Contents

Module 1: Understanding 21st Century Skills and Global Frameworks

This module introduces participants to the core definitions, rationale, and global frameworks surrounding 21st-century skills. It includes analysis of UNESCO and OECD skills frameworks as well as the ASEAN digital transformation framework that relevant to TVET. The module also highlights the importance of embedding these skills—such as collaboration, communication, problem solving, self-regulation, and ICT use—into TVET curricula to enhance learner employability and industry relevance. Participants will explore how these competencies support academic success and align TVET with the changing needs of modern workplaces.

Module 2: Understanding 21st Century Learning Design Frameworks and Rubrics

In this module, the participants will explore a research-based 21st-century learning design frameworks and their pedagogical foundations. There are six essential rubrics—collaboration, proficient communication, knowledge construction, self-directed learning, real-world problem-solving, and the use of ICT for learning—that help educators analyse and redesign learning activities. Participants will use structured decision-making tools to evaluate to what degree these competencies are embedded in their lesson plans and teaching practices.

Module 3: Designing Lessons with 21CLD Dimensions

This module guides participants through the practical application of 21st-century learning design principles. Building on the previous module, participants will co-design lesson plans that consciously incorporate key 21st-century skills and ICT. Through collaborative design workshops and peer review, they will hone instructional strategies to meet consistency with learning outcomes, relevance to the real world, and active student engagement.

Module 4: Practical Overview of ICT Tools for 21st Century Learning

This module gives participants an overview of a variety of digital tools and platforms utilized to facilitate 21st-century learning. Participants will gain hands-on experience with ICT applications

APPENDIX 1



commonly used for collaborative work, formative assessment, communication, project-based learning, and personalized instruction.

Module 5: Embedding Collaboration and Skilled Communication in TVET

This hands-on module guides participants through creating learning activities aligned with the Collaboration and Skilled Communication rubrics using collaborative platforms and content creation tools.

Module 6: Embedding Knowledge Construction and Self-Regulation in TVET

In this module, the participants practice designing learning experiences where students construct knowledge across disciplines and manage their own learning through planning and reflection. The participants will be guided on using digital tools to research organization, group documentation, and facilitative self-monitoring. Participants will look at actual strategies to get students to learn more about how they learn, monitor their own work, and move forward with improvement. This encompasses the use of tools to establishing learning goals, collaborative online spaces, and structured feedback to facilitate students in planning, monitoring, and reflecting their learning.

Module 7: Real-World Problem Solving and Innovation

In this module, the participants will be guided to design a project that solve real-world issues in their students' surroundings. The module is creativity, innovation, and critical thinking-focused, encouraging participants to guide students through structured problem-solving exercises. ICT tools will be used in inquiry, prototyping, and communicating solutions to engage students at a deeper level and enhance workplace skills.

Final Output: Developing and presenting an action plan

Participant(s) from each country will develop an action plan on how they integrate the 21st-century skills with the use of ICT tools in their teaching system and presenting in front of other participants.

Duration

The training programme will run for 9 days, divided into two parts: the first part consists of 3 days which will be held virtually from 24 – 26 June 2025, and the second part of 6 days will be held face-to-face, at SEAMEO VOTTECH Regional Centre from 21 – 26 July 2025.

APPENDIX 1



Delivery Method

The medium of instruction for this programme is English. For the online session, the course content will be delivered through online presentation synchronously with lectures and demonstrations. Participants are also expected to participate by sharing presentation screens and interacting in online activities. Selected participants are also required to present their country report online. The Face-to-face sessions will focus on the lectures, demonstrations and hands-on, discussions, assignments, and group discussion/project

Expected Outcomes

- Participants will gain a comprehensive understanding of 21st-century skills and how to evaluate and integrate them into their teaching practices.
- Participants will develop proficiency in using ICT tools that help them in designing and integrating the 21st-century skills into their teaching practices.

Target Participants

This training programme is designed for lecturers, teachers, trainers, and leaders in Technical and Vocational Education and Training (TVET). Additionally, it is ideal for educators, instructional designers, and technology enthusiasts who are interested in implementing the blended learning and integrating the 21st Century Skills into their teaching practices. Participants who preparing themselves for the Microsoft Certified Educator (MCE) certification and Microsoft Advanced Educator badge will greatly benefit from this programme.

Course Requirements

Participants are required to submit all assignments given and present the output of their group project in this training programme. Participants must also submit a country report paper that describe the practices currently being undertaken by their respective institutions or countries in integrating 21st Century Skills and the ICT into their teaching and learning practice. Participants should bring along a laptop computer with at least WINDOWS 10 installed. A temporary access to the Microsoft 365 Copilot Office will be provided during the training.

APPENDIX 1



References

ASEAN Secretariat. (2020). ASEAN Declaration on Human Resources Development for the Changing World of Work. <https://asean.org/wp-content/uploads/2020/06/ASEAN-Declaration-on-Human-Resources-Development-for-the-Changing-World-of-Work.pdf>

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Joynes, C., Rossignoli, S., & Amonoo-Kuofi, E. F. (2019). 21st Century Skills: Evidence of Issues in Definition, Demand and Delivery for Development Contexts. Brighton, UK: Institute of Development Studies.

https://assets.publishing.service.gov.uk/media/5d71187ce5274a097c07b985/21st_century.pdf

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<https://learn.microsoft.com/en-us/training/paths/21st-century-learning-design/>

UNESCO. (2023). Enhancing TVET through digital transformation in developing countries.

<https://unesdoc.unesco.org/ark:/3A/48223/pf0000385988>

UNESCO-UNEVOC. (n.d.). TVET in a Digital World.

<https://unevoc.unesco.org/home/ICT%2Bin%2BTVET>

World Economic Forum. (2019). ASEAN Youth: Technology, Skills and the Future of Work.

https://www3.weforum.org/docs/WEF_ASEAN_Youth_Survey_2019_Report.pdf

Van Laar, E., et al. (2017). The relation between 21st-century skills and digital skills: A systematic literature review. *Computers in Human Behavior*, 72, 577–588.

Course Coordinators

For further inquiries, please contact the Course Coordinator:

Dr. Ir. Muhammad Ikhwan Jambak, MEng

TVET Specialist (ICT)

SEAMEO VOTTECH Regional Centre, Jalan Pasar Baharu, Gadong BE 1318
Brunei Darussalam

Tel No. : +(673) 244 7992

Fax No. : +(673) 244 7955

Email.: ikhwan.jambak@vottech.edu.bn

REGIONAL TRAINING PROGRAMME NOMINATION FORM



SEAMEO VOCTECH

1. TRAINING PROGRAMME

COURSE TITLED	DATE	VENUE
REGIONAL TRAINING PROGRAMME ON ICT-EMPOWERED 21 ST CENTURY SKILLS FOR TVET	24 – 26 JUNE 2025 (Online) & 21-26 JULY 2025 (Onsite – SEAMEO VOCTECH)	Online & Onsite – SEAMEO VOCTECH, Brunei Darussalam

2. PERSONAL INFORMATION

TITLE ☐ Dr. ☐ Mr. ☐ Ms.	NAME Click or tap here to enter text	IDENTIFICATION CARD NO. Click or tap here to enter text
GENDER ☐ Male ☐ Female	MARITAL STATUS ☐ Married ☐ Single	DATE OF BIRTH (DD-MM-YYYY) Click or tap here to enter text
MOBILE NUMBER (+Country Code-Mobile No.) Click or tap here to enter text		NATIONALITY Click or tap here to enter text
EMAIL ADDRESS (Primary / Personal Email Address) Click or tap here to enter text		COUNTRY Click or tap here to enter text

3. ORGANISATION INFORMATION

JOB POSITION Click or tap here to enter text.	DEPARTMENT Click or tap here to enter text.	ORGANISATION NAME Click or tap here to enter text.
ORGANISATION ADDRESS Click or tap here to enter text.		BUSINESS PHONE NO. (+Country Code-Phone No.) Click or tap here to enter text.

4. EDUCATIONAL, WORKING & KNOWLEDGE BACKGROUND

HIGHEST QUALIFICATION ☐ Doctoral Degree ☐ Master Degree ☐ Bachelor Degree ☐ Diploma ☐ Certificate ☐ Click or tap here to enter text.	FIELD OF EXPERTISE (Education, Administration, Engineering, ICT, etc.) Click or tap here to enter text	
WORKING EXPERIENCE	Tick in appropriate box	If YES, how many year(s)
a. Working experience in TVET	☐ Yes ☐ No	Click or tap here to enter text.
b. Working experience in Industry or related fields	☐ Yes ☐ No	Click or tap here to enter text.

BF-TPD (06)

Revision Date: 01-08-2023
Revision No.: (00)

BUSINESS FORMS
ISO 9001:2015, ISO 21001:2018

Page 1 of 3

REGIONAL TRAINING PROGRAMME NOMINATION FORM



SEAMEO VOCTECH

TEACHING, LANGUAGE AND IT SKILLS COMPETENCIES	Tick in appropriate box		
	Excellent	Good	Poor
a. Your competence in the general field of TVET teaching with pedagogical background	☐	☐	☐
b. Your competence in the course offered or related field	☐	☐	☐
c. Your competence in conducting innovative teaching and learning	☐	☐	☐
d. Your english language proficiency	☐	☐	☐
e. IT knowledge and skills	☐	☐	☐

PROFESSIONAL DEVELOPMENT	
a. Have you ever attended any Regional Training Programme(s) offered by SEAMEO VOCTECH as one of the Scholarship recipient?	☐ Yes ☐ No
b. If YES, please indicate the course titled and year of participation Click or tap here to enter text.	

5. OTHERS

FLIGHT ARRANGEMENT (Departing from Home Country to the training venue Country)	
Departure Airport (City / Country)	Click or tap here to enter text.

DIETARY RESTRICTIONS
Click or tap here to enter text.

FOOD ALLERGIES, IF ANY
Click or tap here to enter text.

6. EMERGENCY CONTACT

NAME	RELATION	MOBILE NUMBER (+Country Code-Mobile No.)
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

7. NOTE:

- Registration.** The registration to the course should be submitted to your own respective Ministry / Organisation. Your Ministry / Organisation then submit the selected nominee(s) to SEAMEO VOCTECH. Any direct submission to SEAMEO VOCTECH will not be entertained.
- Requirements.** Participant who is nominated to attend the course must be:
 1. An existing trainer with basic technical expertise in the respective trade area
 2. Age - Should have a minimum of years of service remaining.
 3. Good command in English and IT skills
 4. Experience related to the training offered at least three years or more.
 5. Healthy and fit to travel to attend any training outside home country.

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Revision Date: 01-08-2023
Revision No.: (00)

BUSINESS FORMS
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REGIONAL TRAINING PROGRAMME NOMINATION FORM



- c. **Procedures.** Any Scholarship recipient who has attended Regional Training Programme offered by SEAMEO VOTTECH will only be eligible to apply again for **similar course** THREE YEARS after the date of last attended course.
- d. **Travel documents.** Participants are required to submit a copy of scanned passport details to SEAMEO VOTTECH when training is outside home country (outbound). ***Please check the validity of the travel document has to be one year before the commence of the training.*** Kindly submit and upload your picture and scan passport details on next page together with this form

Please insert your picture below:

For International participants, please insert your scanned passport details below: